

I. Topics Discussed:

- The team members met with David Atkinson, and Mathew.
- We went over our client interview that we had earlier that morning with Marc Murbach.
- Workshop tour with Mathew on 30th. Sept, at 2:30

II. Coming deadlines

- 10/3 WORKSHOP #1 - Shop Orientation (w/ Mathew) [9/30]
- 10/3 Transcript of client interview and target specs approved
- 10/6 Logbook (w/review form) & Portfolio - to your lead instructor
- 10/7 WORKSHOP #2 - Wiki design (Location TBD - Group 1 @ 3:30, Group 2 @ 4:00)
- 10/14 GENERAL SESSION #9 - Snapshot Day #1 (GJ lab)

III. Actions were decided:

- To withhold another teleconference with Marc regarding wireless technology
- Mathew gained an access for the team's Google drive website
- Gabe will be contacted regarding the meeting, and consultation
- Read through ICES paper, and brainstorm target specs.

IV. Action Items:

- Purchase a portfolio and bring in the next meeting
- Re-sign another copy of the team contract
- Remind Marc about the teleconference regarding the wireless technology
- Remind Marc about the tools that will be sent to us
- Skim through ICES document, and brainstorm target specs
- Write the client interview transcript (by Effat) , and send to Marc (by Ben)
- Next meeting will be held in BEL 111, Thursday, 2nd ,October, at 2:30